|  |  |
| --- | --- |
| Logo of the European Commission, 12 yellow stars on a blue background arranged in a circle and framed by two light grey graphic elements representing the Berlaymont building, which is the headquarter of the European Commission. | EUROPEAN COMMISSION |

VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

|  |  |
| --- | --- |
| DG – Directorate – Unit | DG COMM – Directorate A – unit COMM.A2 Editorial service and Targeted Outreach |
| Post number in sysper: | 196620 |
| Contact person:  Provisional starting date:  Initial duration:  Place of secondment: | Johanna Pannebakker  4th quarter 2023  3 years  Brussels  Luxemburg  Other: Click or tap here to enter text. |
| Type of secondment |  |
| This vacancy notice is open to:    as well as  The following EFTA countries:  Iceland  Liechtenstein  Norway  Switzerland  The following third countries: ….  The following intergovernmental organisations: … | |
| Deadline for applications |  |

**Entity Presentation (We are)**

The Editorial service and Targeted outreach unit in the European Commission’s Directorate-General for Communication produces and disseminates information for citizens about the EU and its policies in 24 languages, using all kinds of media, online and offline. The publications and online content that the unit produces are relevant for reaching out to a wide variety of target audiences, across all age groups, in all EU Member States and beyond. The online content is made available through a dedicated website: Learning Corner (5-18yo) and its Top Publications section (18-118yo). The unit works closely with all other parts of DG COMM, the Representations, Europe Directs, the Spokesperson’s Service, SG, other DGs and institutions and the Publications Office.

The unit includes a small team which is responsible for communication materials about the EU, targeting 5 to 18 year-olds. The team develops its own materials, manages the Learning Corner website and coordinates a Teachers’ Testing Panel of primary and secondary teachers, involved in the development of learning materials. The Learning Corner website is also a one-stop-shop for materials producend by other departments and instiutions

**Job Presentation (We propose)**

An interesting position in a small and friendly team, working side by side with the colleagues of the team and the rest of the unit to bring Europe closer to its citizens by reaching out to young people.

The seconded national expert will join the Young People team. The post thus offers an exciting opportunity to help reconnect the EU with its young people, by producing inspiring content, games, videos etc and managing the Learning Corner. The successful candidate will be fully associated with the implementation of the unit’s strategy on communicating with young people. S/he will be responsible for drafting reviewing and editing content, and providing input concerning the design, production and distribution of that content. For the management of the Learning Corner website, s/he will collaborate closely with the unit’s webmaster.

The work requires liaising with key production and distribution partners, (the EU’s publication Office – OP, Commission Representations, and Europe Direct Centres), as well as with the testing panel.

The job also involves coordinating with colleagues in other Commission departments institutions to advise on the production and promotion of materials targeting young audiences and, where possible, to make these materials available on Learning Corner

**Jobholder Profile (We look for)**

We are looking for a creative colleague with a genuine interest and experience in communication with young people, and a good understanding of EU policies. S/he should be an open-minded person and a good team player, who is highly motivated, reliable, flexible and proactive. Previous experience in developing or working with educational material is indispensable. Experience in web publishing would be an asset.

Qualifications :

- university degree or

- professional training or professional experience of an equivalent level in the field(s) of education, communication and/or European studies would be an asset

Language(s) necessary for the performance of duties:

- Excellent and proven drafting skills in English and/or French

**Eligibility criteria**

The secondment will be governed by the **Commission Decision C(2008) 6866** of 12/11/2008 laying down rules on the secondment to the Commission of national experts and national experts in professional training (SNE Decision).

Under the terms of the SNE Decision, you need to comply with the following eligibility criteria at **the starting date** of the secondment:

* Professional experience: at least three years of professional experience in administrative, legal, scientific, technical, advisory or supervisory functions which are equivalent to those of function group AD.
* Seniority: having worked for at least one full year (12 months) with your current employer on a permanent or contract basis.
* Employer: must be a national, regional or local administration or an intergovernmental public organisation (IGO); exceptionally and following a specific derogation, the Commission may accept applications where your employer is a public sector body (e.g., an agency or regulatory institute), university or independent research institute.
* Linguistic skills: thorough knowledge of one of the EU languages and a satisfactory knowledge of another EU language to the extent necessary for the performance of the duties. If you come from a third country, you must produce evidence of a thorough knowledge of the EU language necessary for the performance of his duties.

**Conditions of secondment**

During the full duration of your secondment, you must remain employed and remunerated by your employer and covered by your (national) social security system.

You shall exercise your duties within the Commission under the conditions as set out by aforementioned SNE Decision and be subject to the rules on confidentiality, loyalty and absence of conflict of interest as defined therein.

In case the position is published with allowances, these can only be granted when you fulfil the conditions provided for in Article 17 of the SNE decision.

Staff posted in a European Union Delegation are required to have a security clearance (up to SECRET UE/EU SECRET level according to [Commission Decision (EU, Euratom) 2015/444 of 13 March 2015](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32015D0444). It is up to you to launch the vetting procedure before getting the secondment confirmation.

**Submission of applications and selection procedure**

If you are interested, please follow the instructions given by your employer on how to apply.

The European Commission **only accepts applications which have been submitted through the Permanent Representation / Diplomatic Mission to the EU of your country, the EFTA Secretariat or through the channel(s) it has specifically agreed to**. Applications received directly from you or your employer will not be taken into consideration.

You should draft you CV in English, French or German using the **Europass CV format** ([[Create your Europass CV | Europass](https://europa.eu/europass/en/create-europass-cv)](http://europass.cedefop.europa.eu/en/documents/curriculum-vitae)). It must mention your nationality.

Please do not add any other documents(such as copy of passport, copy of degrees or certificate of professional experience, etc.). If necessary, these will be requested at a later stage.

**Processing of personal data**

The Commission will ensure that candidates’ personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council ([[1]](#footnote-1)). This applies in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.

1. () Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39 [↑](#footnote-ref-1)